



OFFICE OF THE
MEDICAL SUPERINTENDENT
THQ HOSPITAL BUREWALA

No. 3169 THQ Dated 28/12/2023

OFFICE ORDER.

The duty roster of **Head Nurses** Tehsil Head Quarter Hospital Burewala for the month of **January, 2024** is hereby scheduled as under:-

S.#	Name of Department	Morning	Sunday Round	Day Off	Evening	Sunday Round	Day Off	Night	Day Off
1.	Gynae Ward & Labour Room	Uzma Alam 0301-6588600	21-1-2024	Sunday	Khalida Ishaq 0301- 7993221		Sunday	Hajira Firdous 0300- 4109329	Sunday
2.	Emergency Department & Emergency Indoor	Safina Khatoon 0301-7349989	28-1-2024	Sunday					
3.	Cardiac (CCU)	Hafiza Begum 0303-5836421		Sunday					
4.	Chest Ward	Uzma Alam 0301-6588600	21-1-2024	Sunday					
5.	Medical Ward + OPD Department	Shazia Ghaffar 0306-6995823	14-1-24	Sunday					
6.	Peds Ward + ENT + Dengue Ward	Uzma Rani (acting HN) 0304-0699529	07-1-2024	Sunday					
7.	Surgical Ward	Shazia Ghaffar 0306-6995823	14-1-2024	Sunday					

HEAD NURSE

HR/LO

MEDICAL SUPERINTENDENT
THQ HOSPITAL, BUREWALA

2024
ڈیوٹی رولر کے لئے جنوری



OFFICE OF THE
MEDICAL SUPERINTENDENT
THQ HOSPITAL BUREWALA

No. 3169

THQ

Dated

28/12 2023

OFFICE ORDER.

The duty roster of **Charge Nurses** Tehsil Head Quarter Hospital Burewala for the month of **January, 2024** is hereby scheduled as under:-

S.#	Name of Department	Morning	Day Off	Evening	Day Off	Night	Day Off
1.	Male & Female Surgical ward	Kousar Parveen (M)	Sunday	Farah Jabben	Friday	Tayyaba Kanwal	Saturday
		Nabeela Rani (G) + (L)	Saturday				
		Samia Andleeb (M)	Sunday	Rabia Riaz	Thursday	Shamim Akhtar	Sunday
2.	Medical Ward	Aisha Hameed (G)	Sunday				
		Nasira Iqbal (L)	Wednesday				
		1. Sehrish Rasheed (L)	Sunday	Shumaila Siddique (Nursery + ENT)	Sunday	Farzana Shañ (Nursery + ENT + OT on call)	Saturday
3.	Children + ENT Ward	Uzma Rani	Sunday	Nida Mukhtar (Peads Ward)	Saturday	Tabassum Batool (Peads Ward)	Wednesda
		Rukhsana Manzoor (G)	Monday				
		Amna Kaneez (M)	Saturday				
4.	CCU	Shakila Firdous (M)	Sunday	Ayusha Rauf	Friday	Iffat Nazir	Monday
		Sana Magsood (G)	Sunday				
		Kashmalla (L) (R)	Friday				
5.	Gynae Ward	Lubna Naz (M)	Sunday	Hira Sadiq	Sunday	Fareeda Yasmin	Thursday
		Shughafha Rasheed (L)	Sunday	Shazia Kousar (OT on call)	Saturday		

	Tanzeela Yasmeen (G)	Saturday			
6.	Chest Ward Nadia Parveen (ALL OVER)	Tuesday	Salih Andleeb	Monday	Shazia Parveen
7.	Emergency Jamila Bashir	Wednesday	Adeela Amir	Wednesday	Zahida Boota
	Emergency Indoor Rubina Kousar	Sunday	Pharmacist		Shammim Imran (OT on call)
	Indoor Pharmacy Aqeela Khalil	Sunday			Magaddas Hina
8.	Reliever		Shakeela Rasheed	Tuesday	Ayesha Malik
			Amna Habib	Wednesday	
9.	OT (Morning) Uzma Waheed	Sunday			
	Um-E-Maimuna	Sunday			
10.	NCD (Morning) Asifa Butt	Sunday			
11.	Hepatitis (Morning) Jain Sharlet	Sunday			
12.	ECG (Morning) Maria Tariq	Sunday			
13.	Nutrition Centre (Morning) Amna Masroor Nutrition Technologist Sumaira Arif (Midwife)	Sunday			

All Charge Nurses are hereby directed to perform their duty according to duty roster with proper uniform and name tag. In case of any change in duty without prior permission strict disciplinary action will be taken against her.

HEAD NURSE

HR/L

MEDICAL SUPERINTENDENT
THQ HOSPITAL, BUREWALA

ڈیوٹی رولز کے مطابق ہر نرس کو جتنی بھی ضرورت ہوگی



**OFFICE OF THE
MEDICAL SUPERINTENDENT
THQ HOSPITAL BUREWALA**

No. 3169 THQ Dated 28/12/2023

OFFICE ORDER.

The duty roster of **Staff Class-IV Indoor** Tehsil Head Quarter Hospital Burewala for the month of **January 2024**, is hereby scheduled as under:-

S.#	Name of Department	Morning	Day Off	Evening	Day Off	Night	Day Off
1.	Male & Female Surgical ward	Muhammad Tariq	Monday	Amjad Masih	Monday	Umer Maqbool	Monday
2.	Medical Ward	Aman Ullah (WS)	Thursday	Alawal Saeed	Wednesday	M. Shafiq FIF	Friday
3.	Children + ENT+ Dengue Ward	Nasreen Bibi Muhammad Hanif Khalida Bibi	Sunday	Muhammad Boota	Tuesday	Aslam Baildar	Tuesday
4.	CCU	Muhammad Abid	Wednesday	Rafiqat Ali	Friday	Niaz Ahmad	Wednesday
5.	Gynae Ward	Kainaat Fatima	Sunday	Parveen Bibi	Sunday	Muniran Bibi	Friday
6.	Chest Ward	M. Aslam Cook	Sunday	Abdul Sattar FIF	Thursday	Imran Nazir FIF	Thursday
7.	Emergency Indoor	Zafar Iqbal Hafiz Ibrahim	Saturday	Ramzan Masalchi	Saturday	M Tanveer	Saturday
8.	Reliever	Umer Hayat Aisha Iqbal	Friday	Raza Hanif	Sunday	Khurshheed	Sunday
9.	Indoor Pharmacy	M Tahir	Tuesday				

All Servants are hereby directed to perform their duty with proper uniform and name tag according to duty roster. In case of any change in duty without prior permission strict disciplinary action will be taken against him/her.

HEAD NURSE

HR/LO

MEDICAL SUPERINTENDENT
THQ HOSPITAL, BUREWALA

2024 جنوری سٹاٹ پورٹ سٹانڈرڈ (Indoor)



OFFICE OF THE
MEDICAL SUPERINTENDENT
THQ HOSPITAL BUREWALA

No. 3169 /THQ

Dated 28/12 2023

OFFICE ORDER.

The duty roster of **Supporting/Staff Class-IV OPD/Offices** Tehsil Head Quarter Hospital Burewala for the month of **January, 2024** is hereby scheduled as under:-

S.#	Name of OPD	Register duty	Day Off	Gate Duty	Day Off
1.	Peads OPD	Imran Chishti (Register)	Sunday	Muhammad Asif	Sunday
2.	Surgeon OPD	Awais Manzoor	Sunday	Sami Ullah FIF	Sunday
3.	Pulmonologist OPD & TB Dots	Tahir Ibrar Hafiz Ibrahim Cook	Sunday	Muhammad Ashraf (S)	Sunday
4.	Eye OPD				
		Muhammad Jamil	Sunday		
5.	Hepatitis OPD	Muhammad Shahbaz, Data Entry Operator	Sunday	Mohsin Ali W/S	Sunday
6.	Gynae OPD	Zohra Khatoon C.T/LHV	Sunday	Rukhsana Liaqat	Sunday
7.	Dental OPD	Tanveer Ahmad D.A Muhammad Ismail DA	Sunday	Muhammad Sabir	Sunday
8.	General OPD	Abdul Ghaffar	Sunday	Abdul Ghaffar	Sunday
9.	Ortho OPD	Awais Manzoor	Sunday	Sami Ullah	Sunday
10.	Urology	Majid Ali	Sunday	Majid Ali	Sunday
11.	CCU	Naseer Ahmad ECG Tech	Sunday	Muhammad Magbool	Sunday
12.	ENT OPD	Awais + Sami Ullah	Sunday	Awais + Sami Ullah	Sunday

OTHER DEPARTMENTS

	Name of Office	Name of Employee	Day Off
12.	MS Office	Muhammad Abid G.K	Sunday
13.	Medicine Store	Naseer Ahmad Masalchi	Sunday
14.	Finance Office	Muhammad Ashraf W/S	Sunday
15.	Radiology	M Yaseen	Sunday
16.	QAQ/Logistic	Shoab Ghafoor & Muhammad Khaili	Sunday
17.	Pathology Unit	Nasir Sohail & Muhammad Tehzan Lab. Attendant	Sunday
18.	NCD Clinic	Mashood Ali DEO & Mashood Ali	Sunday
19.	Ultrasound OPD	M. Yaseen	Sunday
20.	Operation Theater	1. Sheeba Nazli W/C 2. Falik Sher 3. Ashraf Masih W/C	Sunday
21.	Dressing Room	Muhammad Hassan	Sunday
22.	Dispensary	Mushtaq Ahmad Driver	Sunday
23.	Tibb & Homoeo OPD	Akhtar Javaid D/Saz Muhammad Ashiq Homoeo Dispenser	Sunday
24.	Gardening	1. Muhammad Ramzan, Baildar 2. Ghulam Shabbir, Baildar	Sunday

All staff is hereby directed to perform their duty according to duty roster with proper uniform and name tag. In case of any change in duty without prior permission strict disciplinary action will be taken against him/her.

HEAD NURSE

HR/LO

MEDICAL SUPERINTENDENT
THQ HOSPITAL, BUREWALA

2024
روزنامہ پورٹ سنائز جنوری (OPD)



**OFFICE OF THE
MEDICAL SUPERINTENDENT
THQ HOSPITAL BUREWALA**

No. 3169 /THQ Dated 28/12/ 2023

OFFICE ORDER.

The duty roster of **Junior/Senior Technician Pharmacy** Tehsil Head Quarter Hospital Burewala for the month of January, 2024 is hereby scheduled as under:-

S.#	Name of Department	Morning	Day Off	Evening	Day Off	Night	Day Off
1.	Emergency	Rashid Ali.	Sunday	M Amjad.	Tuesday	Ghulam Rasool, Disp.	Thursday
		Adeel Ahmad, Disp.	Monday	Mubeen Ahmad, Disp.	Wednesday	Anwar Behzad, Disp.	Friday
						Muhammad Amin, Disp.	Saturday
2.	Pharmacy	Rasheed Ahmad, Disp.	Sunday				
3.	TB Dots	Zahid Rafique, Disp.	Sunday				

All Junior/Senior Technicians Pharmacy are hereby directed to perform their duty according to duty roster with Paramedic overcoat and name tag. In case of any change in duty without prior permission strict disciplinary action will be taken against her.


HR/LO


MEDICAL SUPERINTENDENT
THQ HOSPITAL, BUREWALA



**OFFICE OF THE
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THQ HOSPITAL BUREWALA**

No. 3171 /THQ

Dated 28/12/ 2023

OFFICE ORDER.

The duty roster of **PATHOLOGY UNIT** Tehsil Head Quarter Hospital Burewala for the month of **January, 2024** is hereby scheduled as under:-

S.#	Name of Deptt.	Morning	Day Off	Evening	Day Off	Night	Day Off
1	Pathology	Rao Naem	Sunday	Madam Bushra	Sunday	Ehsan Ali, Lab Assst	Sunday
		Nasir Sohail, Lab. Attendant	Sunday	M Shehbaz	Friday		
		M. Teznan, Lab. Attendant	Saturday				
2	TB Dots	Satfraz Malik, Lab. Assst	Sunday				

HR/LO

**MEDICAL SUPERINTENDENT
THQ HOSPITAL, BUREWALA**



**OFFICE OF THE
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THQ HOSPITAL BUREWALA**

No. 3171 /THQ Dated 28/12 2023

OFFICE ORDER.

The duty roster of **OPERATION THEATER** Tehsil Head Quarter Hospital Burewala for the month of January, 2024 is hereby scheduled as under:-

S.#	Morning	Day Off	Evening	Day Off	Night (On call)
1.	Atia Noreen, OT Technologist	Sunday	Rida Shujaat, OT Technologist	Sunday	<u>01-01-2024 to 10-1-2024</u> Muhammad Ramzan OT
2.	Muhammad Ramzan OTA	Sunday	Muhammad Shahid, OTA	Sunday	<u>11-1-2024 to 20-1-2024</u> Abid Saleem, OTA
3.	Sajjad Saleem, OTA	Sunday			<u>21-01-2024 to 31-01-2024</u> Sajjad Saleem, OTA
4.	Muhammad Abid Saleem. OTA	Sunday			


HR/LO


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No. 3171 /THQ Dated 28/12/2023

OFFICE ORDER.

The duty roster of **RADIOLOGY & ULTRASONOGRAPHY UNIT** Tehsil Head Quarter Hospital Burewala for the month of January, 2024 is hereby scheduled as under:-

S.#	Name of Department	Morning	Day Off	Evening	Day Off	Night	Day Off
		1.	Radiology Unit	Muhammad Hanif R/G Touqeer Ahmad R/G	Thursday Tuesday	Muhammad Mukhtar R/G	Friday

S.#	Name of Department	Morning	Day Off	Evening on call	Night on call
		1.	Ultrasonography Unit	Dr. Ozair Ahmad Rafique Radiologist Uzma Khatoon	Sunday

RELIEVER MORNING, +EVENING + NIGHT: M Hanif R/G

All Junior/Senior Technicians Pharmacy are hereby directed to perform their duty according to duty roster with Paramedic overcoat and name tag. In case of any change in duty without prior permission strict disciplinary action will be taken against her.


HR/LO


**MEDICAL SUPERINTENDENT
THQ HOSPITAL, BUREWALA**



OFFICE OF THE
MEDICAL SUPERINTENDENT
THQ HOSPITAL BUREWALA
Ph.: # 067-9200147
Email: thqburewala@yahoo.com

No. 3170 /THQ DATE: 28/12/2023

OFFICE ORDER

The Duty Roster for SMOs, SWMO, MO & WMO for the month of January-2024 is sheduled as under:-

I.-OUT DOOR DEPARTMENT	HCP Clinic	Wel Women Clinic	Mental Health Clinic	MO TB Dots	NCD Clinic	OT-RECOVERY ROOM
Dr. M. Azam MO /MLC Dr. Rizwana WMO Dr. Maimuna Nazir WMO	Dr. Azhar Waseem MO	Dr. Saiqa Shabnum SWMO	Dr. Sadia Aslam SWMO	Dr. Saima Munawar WMO	Dr. Sofia Saleem SWMO	Morning Dr. Mehnaz Mushtaq WMO Dr. Ahmad Raza MO Evening Dr. Umme-Habiba WMO

ii.-CASULTY DEPAEMENT

MORNING			Evening			NIGHT	
Name of Doctor	Off	Reliever	Name of Doctor	Off	Reliever	A	B
Dr. M. Abbas MO	Monday	Dr. Numan Bashir M.O	Dr. Ejaz Ahmad M.O/DMS	Monday	Dr. Faran Ashraf MO	Dr. M. Shahzeb M.O	Dr. Imran Ali M.O
Dr. Sumaira Aslam WMO	Tuesday	Dr. Tehmeena Razzaq WMO	Dr. Hamza Shabir MO	Tuesday	Dr. Faran Ashraf MO	Dr. Shumaila Rafique WMO	Dr. Rabia Hafeez WMO

iii.-Cardiology (CCU) UNIT

MORNING			Evening			NIGHT	
Name of Doctor	Off	Reliever	Name of Doctor	Off	Reliever		
Dr. Abeera Rafique WMO	Wednesday	Dr. Numan Bashir M.O	Dr. Bilwal Nazir MO	Wednesday	Dr. Faran Ashraf MO	Dr. Aftab Iqbal M.O	Dr. Khawar Mushtaq MO

iv.-GYNAE Indoor Department/ Labour Room

MORNING			Evening			NIGHT	
Name of Doctor	Off	Reliever	Name of Doctor	Off	Reliever		
Dr. Ujala Majeed WMO	Thursday	Dr. Tehmeena Razzaq WMO	Dr. Sobia Tariq WMO	Thursday	Dr. Amna Saeeda WMO	Dr. Shafia Sabir WMO/MLC	Dr. Razia Riaz WMO

v- Wards.

	MORNING			Evening			NIGHT	
	Name of Doctor	Off	Reliever	Name of Doctor	Off	Reliever		
Medical	Dr. Zahid Abbas MO	Friday	Dr. Numan Bashir M.O	Dr. Muzammal Mushtaq M.O/MLC	Friday + Thursday	Dr. Faran Ashraf MO	Dr. Asad Shahid M.O	Dr. Awais Aziz M.O
Chest Indoor	Dr. Aleeza Rehman WMO/MLC	Sunday	Dr. Tehmeena Razzaq WMO	Dr. Umme-Habiba WMO	Sunday	Dr. Faran Ashraf MO	Dr. M. Abdullah M.O/MLC	Dr. Romaisa Amber WMO/MLC
Paeds + ENT	Dr. Amna Tahir WMO	Wednesday	Dr. Tehmeena Razzaq WMO	Dr. Munazah Parvaiz WMO	Wednesday	Dr. Faran Ashraf MO	Dr. Fakhar UI Islam MO	Dr. Humayun Zafar MO
Surgery + ORTHO	Dr. Afreen Asad WMO	Sunday	Dr. Numan Bashir M.O	Dr. Amna Saeeda WMO/MLC	Sunday+Thursday	Dr. Faran Ashraf MO	Dr. Huzaifa Jabran M.O/DMS	Dr. M. Waqas M.O/DMS/MLC
Reliver	Dr. Numan Bashir M.O Dr. Tehmeena Razzaq WMO	Saturday		Dr. Faran Ashraf MO	Saturday			

1. Dr. Saiqa Shabnum SWMO, Dr. Ejaz Ahmad M.O/DMS, , Dr. Huzaifa Jabran M.O and Dr. M. Waqas M.O will be Deputy Medical Superintendent of their respective shifts and they will forward all leave applications to M S Office after managing the reliever. (2) No Casual Leave will be allowed without duty adjustment. (3) Wear overcoat with name tag during duty hours. (4) Duty doctor is responsible for fulfilling the admission charts/record as per MSDS indicators/ SOPs.(5) Duty doctor is directed to strictly observe the COVID-19 and Hospital Waste Management SOPs. (6) All doctors are directed to observe strictly duty timings as per duty roster and not leave the duty place without handing over charge to next shift. Late arrivals will be considered as absent from duty.(7) All staff shall be present according to roster and replacements must be on the basis of application, duly signed by M.S (8) Relievers will have weekly off on Saturday. (9) Dr.Umme-Habiba WMO will perform on call duty in Recovery Room/Operation Theater.

Deputy Medical Superintendent
THQ Hospital Burewala

Deputy Medical Superintendent
THQ Hospital Burewala

Medical Superintendent
THQ Hospital Burewala